

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JUNE 27, 2002
8:15 A.M.**

Commissioners Present: Bob Workman, Chair
Kathy Campbell
Larry Hudkins
Ray Stevens

Commissioners Absent: Bernie Heier, Vice Chair

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Bruce Medcalf, County Clerk
Trish Owen, Deputy County Clerk
Ann Taylor, County Clerk's Office

The Staff Meeting was called to order at 8:17 a.m.

AGENDA ITEM

**1 APPROVAL OF STAFF MEETING MINUTES OF THURSDAY, JUNE 20, 2002
AND TUESDAY, JUNE 25, 2002**

It was noted that the Staff Meeting minutes of June 20, 2002 were approved at the June 25, 2002 Staff Meeting.

MOTION: Campbell moved and Stevens seconded approval of the Staff Meeting minutes of June 25, 2002. Stevens, Workman and Campbell voted aye. Hudkins was absent from voting. Motion carried.

2 ADDITIONS TO THE AGENDA

- A. Community Mental Health Center Advisory Committee Appointments
- B. Reconfiguration of County Board Office
- C. Clerk Typist II Position for County Board

MOTION: Campbell moved and Stevens seconded approval of the additions to the agenda. Campbell, Workman and Stevens voted aye. Hudkins was absent from voting. Motion carried.

ADDITIONS TO THE AGENDA

- A. Community Mental Health Center Advisory Committee Appointments (Exhibit A)

The Board scheduled action on the appointments on the July 2, 2002 County Board of Commissioners Meeting agenda.

Hudkins arrived at the meeting at 8:23 a.m.

- B. Reconfiguration of County Board Office (Exhibit B)

MOTION: Campbell moved and Stevens seconded to accept the preliminary layout and to move forward with the plan for reconfiguration. Campbell, Workman and Stevens voted aye. Hudkins voted no. Motion carried.

- C. Clerk Typist II Position for County Board

Kerry Eagan, Chief Administrative Officer, said he contacted the top five candidates for the position, as requested, and none were interested in part-time employment.

MOTION: Campbell moved and Hudkins seconded to authorize the Chair, Chief Administrative Officer and Deputy Chief Administrative Officer to visit with Elizabeth Rowe, a temporary employee in the County Board Office, to see whether she would be willing to extend her temporary employment. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

3 COMMISSIONER MEETING REPORTS

- A. Kawasaki Motors Meeting - Hudkins, Workman

Workman said options were reviewed with regards to the proposed closing of Wildrose Lane.

Hudkins said Kawasaki Motors wants access onto Northwest 27th Street, with no roundabout. He said Workman had suggested using Railroad Transportation Safety District (RTSD) funds to build a viaduct over the railroad tracks.

Campbell said a percentage of RTSD money is to go to the County, under terms of the interlocal agreement.

Eagan said airport zoning will need to be looked at to see whether a viaduct is permitted.

Hudkins also noted receipt of a letter from Allan Abbott, City Public Works/Utilities Director, which explains his proposal and asks that anyone disagreeing respond by July 2, 2002.

MOTION: Hudkins moved and Campbell seconded to authorize the Chair to respond to the letter from Allan Abbott, City Public Works/Utilities Director, requesting further discussion of alternatives and input from the County Engineer. Campbell, Workman, Stevens and Hudkins voted aye. Motion carried.

- B. Lincoln Independent Business Association (LIBA) Monthly Meeting - Campbell, Workman

Campbell said impact fees were discussed and suggested the need for a "trigger" mechanism.

- C. Community Services Implementation Project (C-SIP) Steering Committee - Campbell, Stevens

Campbell said there was a presentation by the University of Nebraska at Lincoln (UNL) - Public Policy Center on other models that sustain human services planning over a period of time. She said additional information on what a model looks like will be provided to the Community Advisory Committee and Steering Committee.

- D. Community Mental Health Advisory Committee - Stevens

Stevens said the Substance Abuse and Mental Health Services Administration (SAMHSA) grant application was discussed. He said the Community Mental Health Center has tried to be proactive in generating revenues, reducing costs and measuring productivity.

4 BUDGET WORKING SESSION - Dave Kroeker, Budget and Fiscal Officer

Doug Ahlberg, Emergency Management Director, appeared regarding possible adjustments to the Emergency Management budget (Exhibit C). He asked that funding for recondition and relocation of outdoor warning sirens (\$17,580) and a contract for the Local Emergency Operations Plan (LEOP) (\$3,500) be left in the budget and offered to postpone the purchase of five Kenwood radios (\$2,000) and two 800 MZH radios (\$4,200)

MOTION: Hudkins moved and Campbell seconded to accept those changes to the Emergency Management budget. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

The Board asked Dave Kroeker, Budget and Fiscal Officer, to charge the time Cori Beattie, County Board Administrative Secretary, spends on Emergency Management business to that budget and to reduce the Administrative Services budget accordingly. A list of Beattie's job duties was also requested.

Don Thomas, County Engineer appeared and asked for authorization to fill a vacant Labor Supervisor position, noting the internal promotion will leave a position open which will also need to be filled. He said there will be a trickle down effect until all internal positions are filled (Exhibit D).

Eagan noted that the job closed before the hiring freeze was implemented.

Thomas said this position will assist with the Rural Addressing Project.

In response to a question from Kroeker, Thomas estimated that signs and posts for the project will cost \$100,000 to \$150,000.

Campbell said the Board needs to establish policy before proceeding with installation of the signs.

MOTION: Hudkins moved and Stevens seconded to authorize the County Engineer to proceed with filling the vacancy. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

Kroeker reviewed the following documents:

* *Economic Development Budget for FY03* (Exhibit E)

Kroeker said there will be a \$23,303.62 shortfall, if all obligations are met.

Board consensus was to have the Chair and Vice Chair visit with Rick Wallace, Self Employment Loan Fund (SELF), about what will be required to transition from the Rural Enterprise Assistance Program (REAP).

* *Keno Fund, FY02 Adopted Budget and Keno Fund FY03 Proposed Budget* (Exhibit F)

Kroeker said he will reduce Rural Signs Estimate (3435) to \$150,000 and add \$37,570 for Replacement of Sirens (6051), leaving \$200,000 for projects to be identified.

* *FY03 Budget Summary County Visitors Promotion Fund* (Exhibit G)

Kroeker said the proposed budget of \$877,154 reflects a 12.1% increase in revenue over collections and will reduce the fund balance of \$31,054 to zero. He also indicated that a \$100,000 Contingency Fund will not be built into this year's budget.

The Board asked Eagan and Kroeker to visit with the Lincoln/Lancaster County Convention & Visitors Bureau about the need for budget reductions.

* *Lancaster County, Comparison FY03 to FY02 Expense Budget* (Exhibit H)

5 SUBSTANCE ABUSE AND MENTAL HEALTH SERVICES ADMINISTRATION (SAMHSA) GRANT FOR MENTAL HEALTH JAIL DIVERSION PROGRAM -
Dean Settle, Community Mental Health Center Director; Denise Bulling, Special Project Coordinator; Mike Thurber, Corrections Director

Dean Settle, Community Mental Health Center Director, requested authorization to submit an application for a Substance Abuse and Mental Health Services Administration (SAMHSA) grant (Exhibit I). He said the maximum grant award is \$300,000 and said the grant is renewable for up to four years.

Mike Thurber, Corrections Director, said the grant fits with the mental health piece that was identified in the Corrections Needs Assessment.

Stevens said law enforcement is concerned that the process will create additional work for them.

MOTION: Campbell moved and Stevens seconded to authorize submission of a Substance Abuse and Mental Health Services Administration (SAMHSA) grant application, with signature by the Chair. Campbell, Workman, Stevens and Hudkins voted aye. Motion carried.

RETURNING TO ITEM 3

The Board reviewed requests for exemption from the hiring freeze from the Community Mental Health Center, County Attorney, Corrections and County Treasurer.

MOTION: Campbell moved and Stevens seconded to approve the exemptions. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

6 COUNTY ECONOMIC DEVELOPMENT UPDATE; INCLUSION OF VILLAGES IN ECONOMIC DEVELOPMENT INTERLOCAL AGREEMENT - Darl Naumann, Aide to the Mayor for Economic Development; Mark Bowen, Mayor's Chief of Staff; Wayne Feit, Hickman City Attorney

County Economic Development Update

Darl Naumann, Aide to the Mayor for Economic Development, gave an overview of economic development projects (Exhibit J), noting 80% of work involves existing businesses.

Naumann recommended improvements to the website to make it more business friendly and to formulate information in one place. He also invited participation in weekly meetings of the Economic Development Team.

In response to a question from Workman, Naumann said he is working closely with the Lincoln Partnership for Economic Development (LPED) and has met with Harvey Perlman, University of Nebraska Chancellor.

Inclusion of Villages in Economic Development Interlocal Agreement

Workman noted that the Board has received a request from the City of Hickman to be included in the process of economic development between the City, County and Lincoln Electric System (LES).

Wayne Feit, Hickman City Attorney, said the City of Hickman needs assistance with economic development but lacks the necessary funds to proceed on its own. He suggested development of an intergovernmental agreement that would allow Hickman to seek assistance from Naumann, with costs assessed on an hourly basis.

Workman said Mayor Wesely is generally supportive of the concept. He noted that the Lincoln and Lancaster County 2025 Comprehensive Plan encourages economic development in the villages and questioned whether an intergovernmental agreement would be necessary.

Eagan explained that the County lacks authority within the incorporated villages and suggested that the Board seek advice from the City Attorney (Naumann is a City employee).

Workman asked whether it is necessary to charge the villages for the assistance.

Stevens suggested assessing a nominal fee to help offset the City's costs for the position.

Hudkins said he wants to insure that the villages are not restricted from accessing Naumann.

Naumann said he will work with the villages regardless of whether they enter into an intergovernmental agreement and pay a fee, but said that would be the preferable approach.

Campbell said she favors a payment structure, noting the potential to overload Naumann with additional responsibilities.

Hudkins said he would not want the cost to be prohibitive.

Feit said fees for service beyond an initial contact will give the villages a proprietary interest and make the service more valuable.

The Board asked Hickman to outline the kinds of services that it is seeking in a letter to the Mayor, County and LES, with copies to the City Attorney and County Attorney.

RETURNING TO ITEM 5

Campbell informed Mark Bowen, Mayor's Chief of Staff, of the Board's decision to seek a Substance Abuse and Mental Health Services Administration (SAMHSA) grant and said there is a need for a better exchange of information between the City and County on grants.

7 ACREAGE DEVELOPMENT POLICIES IN THE CITY'S THREE-MILE ZONING JURISDICTION UNDER THE LINCOLN AND LANCASTER COUNTY 2025 COMPREHENSIVE PLAN AND PROPOSED STUDIES FOR BUILD-THROUGH DESIGN STANDARDS, COST OF SERVICE AND POINT SYSTEM - Kent Morgan, Interim Planning Director; Mike DeKalb, Planning Department

Mike DeKalb, Planning Department, reviewed a memorandum from Mayor Wesely regarding acreage development policy within Lincoln's jurisdiction (Exhibit K).

Campbell noted receipt of a letter from the Nebraska Accountability and Disclosure Commission indicating she does not have a conflict of interest in terms of discussion of acreages (on file in the County Clerk's Office). She asked how much of Tier II and Tier III are within the City's three-mile jurisdiction.

DeKalb said he believes that all of it is, but said he will verify that for the Board.

Campbell suggested that the Board hold a work session on impact fees, noting there is potential for developers to look beyond the City in order to avoid the assessment.

Workman noted that Comprehensive Plan Amendment 27b, 1998 Comprehensive Plan Annual Review, to revise the Land Use Plan to change 124 acres from Agricultural (AG) to Low Density Residential at the northwest corner of 13^{4th} & "A" Streets, and County Change of Zone No. 147, a request to change property from Agricultural (AG) to Agricultural Residential (AGR) at the same location, have long been on pending and asked how they will be affected by the Acreage Development Policy.

DeKalb said review criteria and a rating and performance system has not been developed. He said the property is in Tier III, split jurisdiction with the City, and should be held to the highest standard as a result of the studies that were called for in the Comprehensive Plan.

Campbell suggested notifying the applicant, Steve Champoux, and his attorney, Peter Katt, that the County Board has raised the question of his application, now that the Comprehensive Plan is completed, and they should schedule an appointment with the Planning Department.

DeKalb said it may be appropriate for the applicant to withdraw the application and to reapply under the new standards and said the Board could waive the application fee. He said hearing and review by the Planning Commission would be based on the new Comprehensive Plan.

Campbell asked the cost of the three studies that are called for in the Comprehensive Plan (Build Through Design Standards, Cost of Service Review and Performance Standard Point System).

Kent Morgan, Interim Planning Director, said the Performance Standard Point System Study will be performed in-house; Cost of Service Review is estimated to cost \$40,000 and will be split equally between the City and County; and funds remaining from Comprehensive Plan contract work will be applied to the Build Through Design Standards.

8 COUNTY SPECIAL PERMIT NO. 194 & PRELIMINARY PLAT NO. 02010, STEVENS CREEK ESTATES AT 190TH & HAVELOCK AVENUE - Mike DeKalb, Planning Department

Mike DeKalb, Planning Department, reviewed County Special Permit No. 194 and Preliminary Plat No. 02010, Stevens Creek Estates, a community unit plan and preliminary plat to create four lots and two outlots on property at 190th Street & Havelock Avenue (Exhibit L), noting a recommendation of conditional approval from Planning Staff and the Planning Commission. He said the University of Nebraska at Lincoln (UNL) has a research farm on the south side of the property and has asked the applicant to advise buyers of this fact.

9 HEALTH INSURANCE REQUEST FOR PROPOSALS (RFP) REVIEW COMMITTEE RECOMMENDATIONS - Diane Staab, Deputy County Attorney; Bill Kostner, City Risk Manager; Georgia Glass, Personnel Director; Vince Mejer, Purchasing Agent; Craig Currier and Mary Kramer, Marsh USA, Inc.

Mary Kramer, Marsh USA, Inc., reviewed the following documents (Exhibits M & N):

- * *Lancaster County, Fully Insured Medical Carrier Comparisons, January 1, 2003 Effective Date*
- * *Lancaster County, Self-Funded Medical Carrier Comparisons, January 1, 2003 Effective Date*

Kramer said United Health Care has revised its initial projection of a 14.5% increase to 8.5% (renewal of the Preferred Providers Organization (PPO)/Health Maintenance Organization (HMO) options, with existing benefits). She said Coventry Healthcare did not meet the bid specifications or offer a wellness plan. Coventry Healthcare also had fewer matches in terms of a provider network, which could cause a disruption of service.

In terms of alternate plans, United Healthcare has offered a three-tier Point of Service (POS) plan (6.2% increase). The plan includes a deductible, which will be a change for those enrolled in the HMO plan. United Healthcare has also offered a PPO plan (8.2% increase). Coventry Healthcare also has offerings for three-tier POS and PPO plans.

Craig Currier, Marsh USA, Inc., said there are currently 443 employees enrolled in the PPO plan and 537 in the HMO plan.

In response to a question from Campbell, Kroeker estimated savings between the 6.2% increase and 8.5% increase at \$150,000.

Hudkins expressed concern about the impact an increased deductible will have on employees that are on the lower end of the pay scale.

Vince Mejer, Purchasing Agent, said employees need to recognize that insurance is changing.

Eagan questioned whether United Healthcare may increase the rate significantly next year to make up for this year's low rate.

Currier said that is a possibility, as United Healthcare has incurred a loss on Lancaster County for the last two years.

In response to a question from Workman, Kramer said HMO plans are not as competitive as they once were and said the trend has been to move to PPO and POS plans, which offer more choice.

Currier said United Healthcare prefers to retain the HMO option, as it provides them greater control.

Stevens said an additional advantage for employees is that HMO plans do not have lifetime maximum coverage limits.

Campbell said the County needs to make a concerted effort in the coming year to educate employees on insurance plan changes and to discuss having employees assume either a higher deductible or a greater percentage of the costs.

Currier remarked that it may be advantageous to move to a POS plan in a year when the rate increase is small.

MOTION: Hudkins moved and Stevens seconded to:

- 1) Accept the increase of 8.5% from United Healthcare for the Preferred Providers Organization (PPO)/Health Maintenance Organization (HMO) offering.
- 2) Direct the Personnel Department to develop focus groups and a questionnaire for the employment force explaining the benefits of a Preferred Providers Organization (PPO) plan and apprising them that it may be necessary to move to such a plan in the future.

Hudkins and Stevens voted aye. Workman and Campbell voted no.
Vote tied. Motion failed due to the lack of a majority.

Hudkins suggested a delay to allow for a decision by the full Board.

Campbell said if the issue is delayed, then the Personnel Department should brief the bargaining units and Employees Advisory Team (EAT).

Workman said he would prefer to make a decision on the matter.

MOTION: Workman moved to approve the increase of 6.2% for the Point of Service (POS) offering.

Hudkins said he believes it is improper for the Chair to make a motion, noting *Roberts Rules of Order*.

The motion died for the lack of a second.

MOTION: Hudkins moved and Campbell seconded to approve the increase of 6.2% for the Point of Service (POS) offering. Stevens, Workman and Campbell voted aye. Hudkins voted no. Motion carried.

10 INTERLOCAL AGREEMENT WITH STATE PROBATION REGARDING ELECTRONIC MONITORING OF PRE-ADJUDICATED JUVENILES AND AGREEMENT WITH STATE PROBATION FOR DRUG COURT SERVICES -
Lori Griggs, Juvenile Probation Administrator; District Court Judge Karen Flowers;
Gary Lacey, County Attorney

Eagan presented a draft of a letter to Ed Birkel, State Probation Administrator, requesting a sixty day extension of the contracts for pre-adjudication supervision of juveniles in the Lancaster County Juvenile Court System and administration of the Lancaster County Adult Drug Court (Exhibit O). He said the extension will provide additional time to seek a solution to the dispute involving the State's insistence that the County pay for services prior to their delivery.

Campbell suggested that the County investigate other models, such as the one utilized by Sarpy County.

Lori Griggs, Juvenile Probation Administrator, noted that there may be some difference in level of service.

MOTION: Campbell moved and Hudkins seconded to:

- 1) Authorize a letter to be sent, with signature by the Chair, to State Probation requesting a sixty day extension of the contracts.
- 2) Direct Dave Johnson, Deputy County Attorney; Kerry Eagan, Chief Administrative Officer; and Gwen Thorpe, Deputy Chief Administrative Officer, to investigate other options.

Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

11 ACTION ITEMS

- A. Visitors Promotion Fund Contingency Award of up to \$500 for National Association of Translators and Interpreters

MOTION: Hudkins moved and Campbell seconded approval. Stevens, Hudkins, Workman and Campbell voted aye. Motion carried.

B. Board of Equalization Referee Contract with Mary Webster

Eagan noted that the contract is with Sally, not Mary, Webster.

MOTION: Campbell moved and Stevens seconded approval. Campbell, Workman, Stevens and Hudkins voted aye. Motion carried.

C. Amendment of Network Provider Agreement with Region V Providing for Reimbursement for Holding Post-Commitment Patients

Eagan said George Hanigan, Director of Behavioral Health for the Nebraska Department of Health and Human Services, was instrumental in working out a compromise.

MOTION: Campbell moved and Stevens seconded to execute the amendment to the contract, as outlined in the agenda packet. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

D. Request from Downtown Lincoln Association (DLA) for County Board Liaison Position to the DLA Board

MOTION: Campbell moved and Hudkins seconded to grant the request from the Downtown Lincoln Association (DLA) and to designate Commissioners Stevens and Hudkins as the representative and alternate. Campbell, Workman, Stevens and Hudkins voted aye. Motion carried.

E. Authorize Kerry Eagan, Chief Administrative Officer, to Sign Six (6) Proxies for Hartford and One (1) Proxy for Nationwide

Eagan noted that there are eight, rather than six, proxies for Hartford.

MOTION: Hudkins moved and Campbell seconded approval. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

12 ADMINISTRATIVE OFFICER REPORT

A. Visitors Promotion Advisory Committee (VPAC) Appointments

The Board received a recommendation from the Visitors Promotion Advisory Committee (VPAC) to appoint the following to serve as VPAC Board members beginning July 1, 2002:

- * Pat Hardesty, Inn 4 Less
- * Scott Miller, Lazlo's Restaurant

- * Wayne Venter, Lancaster County Agricultural Society Event Center or Tom Lorenz, Pershing Auditorium

The Board requested additional information with regards to Venter and Lorenz.

- B. Request from 1st Choice Credit Union to Distribute Information with Paychecks

MOTION: Campbell moved and Hudkins seconded approval. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

- C. Request from Families First & Foremost (F³) for Office Space in Trabert Hall

MOTION: Hudkins moved and Campbell seconded approval. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

RETURNING TO ITEM 3

The Board reviewed requests for exemption from the freeze on certain expenditures from Lancaster Manor (conference/travel), Families First & Foremost (F³) (conference/travel) and Public Defender (equipment).

MOTION: Hudkins moved and Campbell seconded to approve exemptions for Lancaster Manor and Families First & Foremost (F³) and to delay the request for exemption from the Public Defender. Hudkins, Stevens, Workman and Campbell voted aye. Motion carried.

13 ADJOURNMENT

MOTION: Campbell moved and Stevens seconded to adjourn the meeting at 12:37 p.m. Campbell, Workman, Stevens and Hudkins voted aye. Motion carried.

Bruce Medcalf
County Clerk